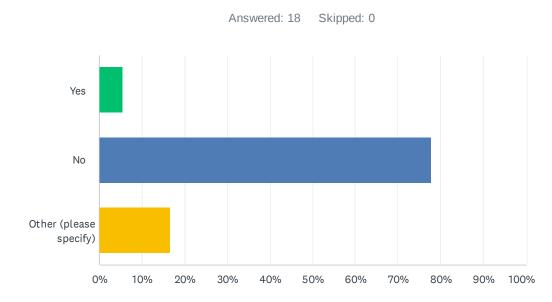
24-02 Work from Home (Monroe)

# Q1 What is your name and jurisdiction?

Answered: 18 Skipped: 0

#	RESPONSES	DATE
1	Melanie Hermes and Delhi Township	1/22/2024 8:40 AM
2	Scot Lahrmer Amberley Village	1/17/2024 4:23 PM
3	Sycamore Township	1/16/2024 3:07 PM
4	Karen Zeilman City of Wyoming	1/16/2024 3:01 PM
5	Dan Wendt, City of Vandalia	1/16/2024 1:51 PM
6	Jennifer Kaminer, Village of Fairfax	1/16/2024 1:06 PM
7	Silverton Jack Cameron	1/16/2024 1:01 PM
8	North college hill	1/16/2024 1:01 PM
9	Addyston	1/16/2024 12:52 PM
10	Jeff Weckbach, Colerain Township	1/16/2024 12:47 PM
11	West Chester Township	1/16/2024 12:36 PM
12	Krista Blum Village of Lockland	1/16/2024 12:11 PM
13	Claudia Carroll/Pierce Township	1/16/2024 12:06 PM
14	Mel Taylor Columbia Township (Hamilton County)	1/16/2024 12:00 PM
15	City of Mason	1/16/2024 11:54 AM
16	Darlene Feldmann - City of Fairfield	1/16/2024 11:51 AM
17	Lori Thompson, Madeira	1/16/2024 11:50 AM
18	Miami Township-Clermont County	1/16/2024 11:44 AM

# Q2 Does your municipality have a work from home policy?



ANSWER CHOICES	RESPONSES	
Yes	5.56%	1
No	77.78%	14
Other (please specify)	16.67%	3
TOTAL		18

#	OTHER (PLEASE SPECIFY)	DATE
1	We allow it but we don't have a written policy.	1/17/2024 4:23 PM
2	Administrator & key managers have laptops with remote access; priority use is alternate work location if primary office/garage is damaged. Administrator may allow WFH by employee request for convenience due to MD appointments, other personal matters. We plan to add an official WFH policy in the next personnel policy update.	1/16/2024 12:00 PM
3	We don't have written policy. We take requests on a case by case basis. Depends on employees performance, work and situation.	1/16/2024 11:54 AM

# Q3 If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com

Answered: 2 Skipped: 16

#	RESPONSES	DATE
1	We don't - but would you share other people's responses?	1/16/2024 1:51 PM
2	TELECOMMUTING AND FLEX TIME In order to balance the need to extend work hours to better serve our residents, to minimize the use of overtime, and to provide an incentive to employees to accommodate personal responsibilities, the Township will occasionally grant flex time or allow for telecommuting. It is understood that it is the discretion of the Department Head to grant flex time or telecommuting privileges and that these privileges may be revoked at any time, with or without cause. In general, flex-time or telecommuting schedules should be approved by the Department Head. These work arrangements should not interfere with the regular operations of the department and should be used to accommodate special circumstances or to avoid the need for overtime. Non-exempt employees who are permitted to telecommute shall keep an accurate record of their hours worked and report that to their Department Head. An employee wishing to request an alternative work schedule shall make a request to his or her Department Head for review and approval or disapproval. An alternative work schedule must be mutually agreed upon by the Department Head. Employees may, at the discretion of the Department Head, be called to work despite an arrangement for an alternative schedule	1/16/2024 12:47 PM

3/3

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 11:43:27 AM
Last Modified:	Tuesday, January 16, 2024 11:43:56 AM
Time Spent:	00:00:28
IP Address:	69.61.229.154

Page 1

# Q1

What is your name and jurisdiction?

Miami Township-Clermont County

<b>Q2</b> Does your municipality have a work from home policy?	Νο
Q3 If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 11:49:11 AM
Last Modified:	Tuesday, January 16, 2024 11:49:37 AM
Time Spent:	00:00:25
IP Address:	174.61.127.151

Page 1

# Q1

What is your name and jurisdiction?

Lori Thompson, Madeira

<b>Q2</b> Does your municipality have a work from home policy?	Νο
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 11:50:29 AM
Last Modified:	Tuesday, January 16, 2024 11:50:54 AM
Time Spent:	00:00:25
IP Address:	66.161.159.90

Page 1

## Q1

What is your name and jurisdiction?

Darlene Feldmann - City of Fairfield

<b>Q2</b> Does your municipality have a work from home policy?	No
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

# COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 11:52:25 AM
Last Modified:	Tuesday, January 16, 2024 11:53:37 AM
Time Spent:	00:01:12
IP Address:	66.161.221.162

Page 1

# Q1

What is your name and jurisdiction?

City of Mason

<b>Q2</b> Does your municipality have a work from home policy?	Other (please specify): We don't have written policy. We take requests on a case by case basis. Depends on employees performance, work and situation.
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

### COMPLETE

Collector:	Web Link 1 (Web Link)	
Started:	Tuesday, January 16, 2024 11:43:19 AM	
Last Modified:	Tuesday, January 16, 2024 12:00:26 PM	
Time Spent:	00:17:07	
IP Address:	74.215.255.241	

### Page 1

## Q1

What is your name and jurisdiction?

Mel Taylor Columbia Township (Hamilton County)

<b>Q2</b> Does your municipality have a work from home policy?	Other (please specify): Administrator & key managers have laptops with remote access; priority use is alternate work location if primary office/garage is damaged. Administrator may allow WFH by employee request for convenience due to MD appointments, other personal matters. We plan to add an official WFH policy in the next personnel policy update.
Q3	Respondent skipped this question
If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	

### 5/18

# COMPLETE

Collector:	Web Link 1 (Web Link)	
Started:	Tuesday, January 16, 2024 12:05:11 PM	
Last Modified:	Tuesday, January 16, 2024 12:05:47 PM	
Time Spent:	00:00:35	
IP Address:	69.61.162.234	

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## Q1

What is your name and jurisdiction?

Claudia Carroll/Pierce Township

<b>Q2</b> Does your municipality have a work from home policy?	No
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 12:10:46 PM
Last Modified:	Tuesday, January 16, 2024 12:11:04 PM
Time Spent:	00:00:17
IP Address:	66.161.246.158
IP Address:	66.161.246.158

#### Page 1

### Q1

What is your name and jurisdiction?

Krista Blum Village of Lockland

# Q2

Does your municipality have a work from home policy?

## Q3

If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com

Respondent skipped this question

No

# COMPLETE

Collector:	Web Link 1 (Web Link)	
Started:	Tuesday, January 16, 2024 12:36:01 PM	
Last Modified:	Tuesday, January 16, 2024 12:36:18 PM	
Time Spent:	00:00:16	
IP Address:	216.68.226.226	

Page 1

# Q1

What is your name and jurisdiction?

West Chester Township

<b>Q2</b> Does your municipality have a work from home policy?	Νο
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

#### COMPLETE

Web Link 1 (Web Link)	
Tuesday, January 16, 2024 12:44:25 PM	
Tuesday, January 16, 2024 12:47:04 PM	
00:02:39	
66.161.212.226	

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#### Q1

What is your name and jurisdiction?

Jeff Weckbach, Colerain Township

#### Q2

Yes

Does your municipality have a work from home policy?

#### Q3

If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com

#### TELECOMMUTING AND FLEX TIME

In order to balance the need to extend work hours to better serve our residents, to minimize the use of overtime, and to provide an incentive to employees to accommodate personal responsibilities, the Township will occasionally grant flex time or allow for telecommuting. It is understood that it is the discretion of the Department Head to grant flex time or telecommuting privileges and that these privileges may be revoked at any time, with or without cause.

In general, flex-time or telecommuting schedules should be approved by the Department Head. These work arrangements should not interfere with the regular operations of the department and should be used to accommodate special circumstances or to avoid the need for overtime. Non-exempt employees who are permitted to telecommute shall keep an accurate record of their hours worked and report that to their Department Head.

An employee wishing to request an alternative work schedule shall make a request to his or her Department Head for review and approval or disapproval. An alternative work schedule must be mutually agreed upon by the employee and Department Head. Any changes to the schedule must be approved by the Department Head. Employees may, at the discretion of the Department Head, be called to work despite an arrangement for an alternative schedule

# COMPLETE

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Last Modified:	Tuesday, January 16, 2024 12:51:49 PM	
Time Spent:	00:00:17	
IP Address:	216.196.244.58	

# Page 1

## Q1

What is your name and jurisdiction?

Addyston

<b>Q2</b> Does your municipality have a work from home policy?	No
Q3	Respondent skipped this question
If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	

# COMPLETE

Collector:	Web Link 1 (Web Link)
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Last Modified:	Tuesday, January 16, 2024 1:00:48 PM
Time Spent:	00:00:20
IP Address:	174.207.166.225

# Page 1

## Q1

What is your name and jurisdiction?

North college hill

<b>Q2</b> Does your municipality have a work from home policy?	No
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 1:00:51 PM
Last Modified:	Tuesday, January 16, 2024 1:01:06 PM
Time Spent:	00:00:15
IP Address:	70.60.151.34

Page 1

### Q1

What is your name and jurisdiction?

Silverton Jack Cameron

<b>Q2</b> Does your municipality have a work from home policy?	No
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 1:05:34 PM
Last Modified:	Tuesday, January 16, 2024 1:05:46 PM
Time Spent:	00:00:11
IP Address:	216.68.204.86

Page 1

### Q1

What is your name and jurisdiction?

Jennifer Kaminer, Village of Fairfax

<b>Q2</b> Does your municipality have a work from home policy?	Νο
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 1:51:00 PM
Last Modified:	Tuesday, January 16, 2024 1:51:25 PM
Time Spent:	00:00:24
IP Address:	152.117.87.90

Page 1

### Q1

What is your name and jurisdiction?

Dan Wendt, City of Vandalia

# Q2

No

Does your municipality have a work from home policy?

# Q3

If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com

We don't - but would you share other people's responses?

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 3:00:46 PM
Last Modified:	Tuesday, January 16, 2024 3:01:00 PM
Time Spent:	00:00:14
IP Address:	70.60.183.2

#### Page 1

### Q1

What is your name and jurisdiction?

Karen Zeilman City of Wyoming

### Q2

Does your municipality have a work from home policy?

### Q3

If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com

Respondent skipped this question

No

### COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Tuesday, January 16, 2024 3:05:55 PM
Last Modified:	Tuesday, January 16, 2024 3:06:45 PM
Time Spent:	00:00:50
IP Address:	66.42.178.78

Page 1

## Q1

What is your name and jurisdiction?

Sycamore Township

<b>Q2</b> Does your municipality have a work from home policy?	Νο
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

# COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Wednesday, January 17, 2024 4:22:25 PM
Last Modified:	Wednesday, January 17, 2024 4:23:18 PM
Time Spent:	00:00:52
IP Address:	69.61.243.170

Page 1

## Q1

What is your name and jurisdiction?

Scot Lahrmer

Amberley Village

<b>Q2</b>	Other (please specify):
Does your municipality have a work from home policy?	We allow it but we don't have a written policy.
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question

## COMPLETE

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Started:	Monday, January 22, 2024 8:39:27 AM
Last Modified:	Monday, January 22, 2024 8:39:42 AM
Time Spent:	00:00:15
IP Address:	66.161.250.150

## Page 1

## Q1

What is your name and jurisdiction?

Melanie Hermes and Delhi Township

<b>Q2</b> Does your municipality have a work from home policy?	No
<b>Q3</b> If yes, please send a copy of your jurisdiction's policy to HunoldS@MonroeOhio.org and CSmith@C4LG.com	Respondent skipped this question